

COLLEGE OF FISHERIES, SHIRGAON, RATNAGIRI
Dr. BALASAHEB SAWANT KONKAN KRISHI VIDYAPEETH
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No. COF/ FRESE/ DBT /Stationery / 264 /2021

Date: - 8 FEB 2021

To,
On BSKKV, Dapoli website

Subject: - Quotation for Supply of stationery ...

Sir,

The College of fisheries, Shirgaon intends to purchase **stationery** as per the attached specifications:

You are requested to quote your competitive rates, item – wise for the purchase in detail, as per the below mentioned terms and conditions :

1. Quotation should be sent in a Pasted Envelop super scribing “**Quotation for Supply of stationery for DBT Project**” by post.
2. The quotation should clearly state the **Basic price, applicable taxes (i.e GST and other taxes) and other charges** such as Packing, transportation etc. be mentioned in detail in quotation.
3. Terms and conditions regarding payment, delivery and guarantee should be mentioned clearly. However, the delivery of the material should be sent to **College of Fisheries, Shirgaon, Ratnagiri 415629** and your payment will be made against the delivery. Please note that any Bank formalities will not be accepted.
4. The **Demand Draft Commission** as well as postage regarding Payment is to be borne by the supplier.
5. The delivery should be **FOR Destination** (as the College is situated out of the Municipal limits ‘Octroi’ is not applicable)
6. If you are the Sole Manufacturer or appointed as an Authorized Dealer for the sale, please enclose a copy of certificate stating as Sole Manufacturer / Authorized Dealer.
7. The undersigned reserves the right to reject any or all quotations without giving any reason thereof....
8. Quantity of material may decrease or increase in supply order.
9. Quotation complete in above details should be sent to : **Associate Dean, College of Fisheries, Shirgaon, Tal-Dist-Ratnagiri-415629 (Maharashtra)**

ON OR BEFORE ...23/02/2021

Yours sincerely,



Associate Dean
College of Fisheries,
Shirgaon, Ratnagiri

Specifications for purchase of Stationery

No.	Items	Quantity to be purchased	Rate/item (Rs.)
1	A4 Paper Rim	1	
2	Legal Size Paper Rim	1	
3	Photo Paper (180 GSM)	1 pack	
4	Ledger paper Rim	1	
5	Colour A4 paper (100 nos.)	1 pack	
6	Transparency Sheets (Packet)	1	
7	Box ring File small	1	
8	Long Book 2 Coir (Samarat 17x27)	1	
9	A4 Envelope	1 pack (100 nos)	
10	11x5 Envelope (White)	1 pack (100 nos)	
11	11x5 Envelope (Brown)	1 pack (100 nos)	
12	11x5 Envelope (Cloth back)	1 pack	
13	Stamp Pad (Medium Size)	1	
14	Post-It-Flag	1	
15	Less(White) Bundle	1 bundle	
16	Whitner	1	
17	Cutter (Big)	1	
18	Fevi Stick Glue	1	
19	Fevi coal (100 Gm)	1	
20	Gum Bottle (300 MI)	1	
21	Cello Tape Transparent (2 Inches)	1	
22	Blue Tape (2 Inches)	1	
23	Stapler (Small Size) Hp-45	1	
24	Punching Machine DD-600	1	
25	Permanent Marker (Blue, OHP)	1	
26	Permanent Marker (Black, OHP)	1	
27	Permanent Marker (Red, OHP)	1	
28	Highlighter	1	
29	Pen drive (32gb)	1	



Associate Dean
College of Fisheries,
Shirgaon, Ratnagiri